



Volunteer! Lynchburg

Job Description Form

Department/Division: Public Works / Waste Management

Location: Waste Management Facility and designated locations in the City

Job title: Adopt-A-Street, City Walker and One Time Cleanup Volunteer

Reports to: Amy Lowe (455-6335)

Title: Administrative Support Associate

Type of position:

- ☒ **Volunteer**
☐ **Intern**

Scheduling:

Hours /week
Days

- ☐ **Monday** ☐ **Tuesday** ☐ **Wednesday** ☐ **Thursday** ☐ **Friday**
☒ **At discretion of volunteer**

Skill requirements:

- Ability to maneuver and pickup trash and litter from designated locations. Willingness to collect trash and litter from roadways. Safety conscious individual.

Education Requirements:

- No minimum educational requirements – children must be supervised by an adult.

Description of Duties:

1. Collection of trash and litter from along City right-of-ways (watching out for traffic)
2. Communicating locations of bags for collection by WMF personnel

Background/DMV Checks Required:

- ☐ **Criminal Background Check**
☐ **DMV Check**

Degree of Physical Risk for Position:

- ☒ **Low Degree** – watching traffic as well as traversing shoulders, ditches and banks
☐ **Some Degree** – please explain:
☐ **High Degree** – please explain:

Benefits for Volunteer/Intern:

- Satisfaction of a cleaner City and participation in making it a better world – improving quality of life for Lynchburg